

RD AN No 3845 (2039-A)
April 2, 2003

SUBJECT: Clarification of Relocation Policies and Regulations

TO: Rural Development State Directors

ATTN: Administrative Program Directors

My office continues to receive questions regarding clarification of the regulations authorizing relocation allowances. As in the past, Rural Development must abide by the Federal Travel Regulation (FTR), Chapter 302, the Agriculture Travel Regulation, and RD Instruction 2039-A. Although we have requested a waiver of the Relocation Services Program for field offices, no action has been taken on our request at this time.

Many of the issues brought to my attention relate to short distance moves. In accordance with FTR 302-1.1, an employee who transfers in the interest of the Government from one duty station to another for permanent duty, and the new duty station is at least 50 miles distant from the old station, is generally eligible for relocation expense allowances. Usually, no reimbursement will be authorized if the move is less than 50 miles; however, State Directors are designated to authorize, on a case-by-case basis, exceptions to the 50-mile rule only after the criteria in FTR 302-2.6 are considered. You will need to document and compare the one way commuting pattern between the old and new official stations; i.e., existing residence to present official duty station and existing residence to the new official duty station. If that one way commuting pattern increases by at least 10 miles but no more than 50 miles, an exception may be authorized. Unfortunately, there is no one particular "size" which will fit all situations. Rural Development's willingness to pay relocation costs incident to a transfer is invariably linked to the specific location of the old duty station, the new duty station,

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FILING INSTRUCTIONS:
Preceding RD Instruction 2039-A

and the employee's residence. (Refer to the General Services Administration Board of Contract Appeals (GSBCA) Decision 13651-Relo (Lane versus Rural Economic and Community Development in Columbia, Missouri.) This and other GSBCA Decisions relating to relocation can be accessed at <http://www.gsbca.gsa.gov>.

If you have additional questions relating to relocation issues, please contact Carol Huber, General Services Branch, at 202-692-0032 or email her at Carol.Huber@usda.gov.

(Signed by Sherie Hinton Henry)

SHERIE HINTON HENRY
Deputy Administrator
for Operations and Management

Sent via electronic mail on 04-03-03 at 3:05 p.m. by SSD.